



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

June 21, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: FIRE DISTRICT
FLEET MAINTENANCE FACILITY REFURBISHMENT PROJECT
UNINCORPORATED LOS ANGELES COUNTY
CATEGORICAL EXEMPTION – ESTABLISH CAPITAL PROJECT
APPROVE TOTAL PROJECT BUDGET – AWARD AGREEMENT
SPECS. 7139; CAPITAL PROJECT NO. 88934
(FIRST DISTRICT) (3 VOTES)**

SUBJECT

This action will allow the Department of Public Works to complete design, obtain jurisdictional approvals, and construct the Fire District Fleet Maintenance Facility Refurbishment Project.

JOINT RECOMMENDATION WITH THE FIRE CHIEF THAT YOUR BOARD, ACTING AS THE GOVERNING BODY OF THE CONSOLIDATED FIRE PROTECTION DISTRICT:

1. Find that the proposed Fire District Fleet Maintenance Facility Refurbishment Project is categorically exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Establish Capital Project No. 88934 for the Fire District Fleet Maintenance Facility Refurbishment Project and approve the total Project budget of \$1,674,000.

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

23 June 21, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

"To Enrich Lives Through Effective And Caring Service"

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3. Approve the Project and award and authorize the Director of Public Works, on behalf of the Consolidated Fire Protection District, to execute an agreement with Onyx Architects to provide architect/engineer design and construction administration services for the Fire District Fleet Maintenance Facility Refurbishment Project for a \$96,000 not-to-exceed fee to be funded by the Fire District's Accumulated Capital Outlay Fund Capital Project No. 88934, and to award and execute amendments and supplements related to this agreement within the same authority and limits as delegated to the Director of Public Works by your Board for County projects.
4. Authorize the Director of Public Works, on behalf of the Consolidated Fire Protection District, to deliver the Project by using a Board-approved Job Order Contract, to accept the Project, and to release retention upon acceptance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find that the Project is exempt from the California Environmental Quality Act (CEQA) and allow the Department of Public Works (Public Works) to proceed with the design and construction of the Fire District Fleet Maintenance Facility Refurbishment Project located at 1104 North Eastern Avenue in an unincorporated area of the County of Los Angeles.

The existing staff offices within the Fleet Maintenance Facility are in close proximity to the vehicle maintenance yards and exposes staff to potentially harmful gas and diesel exhaust fumes emitted when the vehicles are being serviced. The scope of the proposed Project includes the relocation of the offices and staff away from the maintenance yards and the renovation of approximately 2,000 square feet of space within the facility, including an additional duct work and separate air handler. This renovated space will support two assistant chiefs, a typist clerk, procurement, two secretarial suites, lunch room, copy room, and new women's restroom that will be compliant with Americans with Disabilities Act (ADA) requirements.

Following completion of the construction documents and jurisdictional approvals, Public Works will deliver the Project using a Board-approved Job Order Contract (JOC).

Green Building/Sustainable Design Program

The Project will support your Board's Sustainable Design Program by using water-efficient plumbing fixtures and energy-efficient light fixtures with light sensor controls. The implementation of these sustainable design features will lead to a reduction in the use of potable water and consumption of electricity.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) through service excellence and organizational effectiveness by improving administrative operations to increase effectiveness and operational efficiencies, enhance customer service, support responsive County operations, and improve County service delivery. This Project will achieve this goal as it is an investment in public infrastructure that will improve the Fire District's ability to deploy, maintain, and operate their fleet of fire fighting apparatus, which will serve all the communities in the County.

FISCAL IMPACT/FINANCING

The total proposed cost for the Fire District Fleet Maintenance Facility Refurbishment Project is currently estimated at \$1,674,000, including plans, specifications, plan check, construction, change orders, consultant services, miscellaneous expenditures, Civic Art allocation, and County services. The recommended agreement with Onyx Architects for design and construction administration services is for a \$96,000 not-to-exceed fee.

The Fire District's Fiscal Year 2010-11 Accumulated Capital Outlay Fund Capital Project No. 88934 has sufficient appropriation for this Project, which is fully funded from the Consolidated Fire District's Accumulated Capital Outlay Fund. There is no impact to net County cost.

The proposed Project Schedule and Budget Summary are included in the Attachment.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contract will contain terms and conditions supporting your Board's ordinances and policies, including, but not limited to: County Code Chapter 2.200, Child Support Compliance Program; County Code Chapter 2.202, Contractor Responsibility and Debarment; County Code Chapter 2.203, Contractor Employee Jury Service Program; County Code Chapter 2.206, Defaulted Property Tax Reduction Program; Board Policy 5.050, County's Greater Avenues for Independence and General Relief Opportunities (GAIN/GROW); Board Policy 5.060, Reporting of Improper Solicitations; Board Policy 5.110, Contract Language to Assist in Placement of Displaced County Workers; and Board Policy 5.135, Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law).

As required by your Board, language has been incorporated into the Project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees that they may be eligible for the Federal

Earned Income Credit under the Federal income tax law (Federal Income Tax Law, Internal Revenue Service Notice 1015).

As required by your Board, the Project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

ENVIRONMENTAL DOCUMENTATION

The proposed Fire District Fleet Maintenance Facility Refurbishment Project is categorically exempt from the provisions of CEQA. The Project, which consists of minor alteration of existing public structures, including installation of interior office partitions, electrical, and mechanical systems, and, therefore, is within a class of projects that has been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15301(a) of the State CEQA Guidelines and Class 1 of the County of Los Angeles Environmental Document Procedures and Guidelines, Appendix G. The Project involves negligible or no expansion of existing use currently at the Fire District Fleet Maintenance Facility. In addition, there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the Project records.

Upon your Board's approval of the Project, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

CONTRACTING PROCESS

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

Onyx Architects' Community Business Enterprises participation data (15 percent) and three-year contracting history with the County are on file with Public Works.

On May 6, 2010, the Architectural Evaluation Board (AEB) provided an accelerated list of recommended architects for municipal building projects. Public Works invited Onyx Architects to submit a proposal to provide design and construction administration services for the Fire District Fleet Maintenance Facility Refurbishment Project.

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Onyx Architects submitted a proposal for these services for a \$96,000 not-to-exceed fee. Public Works has reviewed Onyx Architects' fee proposal and finds it to be acceptable for the services being rendered.

IMPACT ON CURRENT SERVICES OR PROJECTS

There will be no negative impact on current County services or projects during the performance of the recommended services.

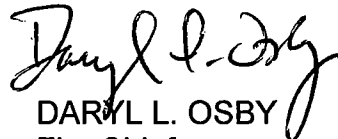
CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; one to the Fire District; and one to the Department of Public Works, Project Management Division II.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer



DARYL L. OSBY
Fire Chief

WTF:RLR:DLO
DJT:SW:CY:cvb

Attachment

- c: Executive Office, Board of Supervisors
- County Counsel
- Affirmative Action Compliance
- Arts Commission
- Auditor-Controller
- Public Social Services (GAIN/GROW Program)

U:/Board Letters/Word/Fire District Fleet Maintenance

June 21, 2011

ATTACHMENT

**DEPARTMENT OF PUBLIC WORKS: FIRE DISTRICT
FLEET MAINTENANCE FACILITY REFURBISHMENT PROJECT
UNINCORPORATED LOS ANGELES COUNTY
CATEGORICAL EXEMPTION – ESTABLISH CAPITAL PROJECT
APPROVE TOTAL PROJECT BUDGET – AWARD AGREEMENT
SPECS. 7139; CAPITAL PROJECT NO. 88934
(FIFTH DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Project Needs Assessment	06/04/08*
Project Feasibility	12/15/10*
Design Construction Documents Jurisdictional Approvals	10/25/11 01/10/12
Construction Bid and Award	01/25/12
Construction Substantial Completion Project Acceptance	06/25/12 08/22/12

*Indicates completed activities.

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	\$ 0
Construction	
Job Order Contract	\$ 692,000
Bid Contingency	\$ 0
Change Orders (15 percent)	\$ 104,000
Departmental Crafts	\$ 0
Youth Employment	\$ 0
Make Ready Work	\$ 96,000
Construction Consultants	\$ 0
Miscellaneous Expense	\$ 0
Furniture, Fixtures, and Equipment	\$ 125,000
Gordian Group	\$ 16,000
Civic Arts	\$ 9,000
Subtotal	\$ 1,042,000
Programming/Development	\$ 177,000
Plans and Specifications	\$ 96,000
Consultant Services	
Deputy Inspection	\$ 30,000
Site Planning	\$ 0
Hazardous Materials	\$ 10,000
Geotech/Soils Test	\$ 0
Material Testing	\$ 0
Cost Estimating	\$ 5,000
Topographic Surveys	\$ 0
Construction Management	\$ 0
Construction Administration	\$ 0
Environmental	\$ 0
Move Management	\$ 0
Equipment Planning	\$ 0
Legal	\$ 0
Scheduling	\$ 0
Contract/Change Order	\$ 0
Consultant Services	\$ 0
Other	\$ 0
Subtotal	\$ 45,000

II. PROJECT BUDGET SUMMARY (continued)

Budget Category	Project Budget
Miscellaneous Expenditures	
Printing	\$ 2,000
Furniture, Fixtures, and Equipment	\$ 0
Subtotal	\$ 2,000
Jurisdictional Review/Plan Check/Permit	\$ 7,000
County Services	
Code Compliance and Quality Control Inspections	\$ 35,000
Design Review	\$ 0
Design Services	\$ 0
Contract Administration	\$ 35,000
AED Support Services	\$ 0
Project Management	\$ 131,000
Project Management Support Services	\$ 0
Secretarial	\$ 5,000
Document Control	\$ 6,000
ISD Job Order Contract Management	\$ 0
DPW Job Order Contract Management	\$ 0
ISD ITS Communications	\$ 0
Project Security	\$ 0
Project Technical Support	\$ 10,000
Consultant Contract Recovery	\$ 1,000
Office of Affirmative Action	\$ 5,000
County Counsel	\$ 0
Other- Fire Department PM/CM	\$ 77,000
Sheriff Job Order Contract Management	\$ 0
Design Services	\$ 0
Subtotal	\$ 305,000
Total	\$ 1,674,000